



THOMAS L. GARTHWAITE, M.D.
Director and Chief Medical Officer

FRED LEAF
Chief Operating Officer

COUNTY OF LOS ANGELES
DEPARTMENT OF HEALTH SERVICES
313 N. Figueroa, Los Angeles, CA 90012
(213) 240-8101

BOARD OF SUPERVISORS

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First District

Yvonne Brathwaite Burke
Second District

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Third District

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Fourth District

Michael D. Antonovich
Fifth District

August 26, 2004

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**TERMINATION OF SENTINEL SURVEILLANCE FOR HUMAN PAPILLOMAVIRUS
INFECTION AMONG WOMEN IN LOS ANGELES COUNTY PROJECT (COUNTY CONTRACT
H-207978) WITH THE UNIVERSITY OF SOUTHERN CALIFORNIA**
(All Districts) (3 votes)

IT IS RECOMMENDED THAT YOUR BOARD:

Authorize and delegate authority to the Director of Health Services, or his designee, to terminate for convenience, the Sentinel Surveillance for Human Papillomavirus (HPV) Infection Among Women in Los Angeles County Project (County contract No. H-207978) with the University of Southern California (USC) and to issue the required 30 day advance Notice of Termination (Exhibit I).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

In approving these actions, the Board is delegating authority to the Director of Health Services (Director), or his designee, to terminate Agreement No H-207978 with USC, Maternal Child Adolescent Clinic (MCAC) and to issue the required 30 day advance Notice of Termination. The site provides clinical services to HIV positive women and recruitment for HPV testing, as well as meeting the Center for Disease and Prevention (CDC) recommendation to partner with academia. The Director, or his designee, will take any necessary actions to ensure the close-out activities of the agreement.

FISCAL IMPACT/FINANCING:

Fiscal Year 2004-2005 is the final year of the agreement in the amount of \$24,000. There is no fiscal impact on the County's budget as a result of the termination of this agreement.

The Honorable Board of Supervisors
August 26, 2004
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FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

On April 16, 2002, the Board approved the Calendar Year 2002 CDC grant award in which the HPV component received project funding.

An eligibility requirement for the grant was to partner with an established women's HIV care clinic and the USC MCAC was the most well established HIV care clinic in Los Angeles County. The performance of services under the agreement is no longer necessary for the HPV Project in an HIV clinical setting. A shift of emphasis to the STD clinical settings for ascertainment of HPV infection rates has occurred; therefore, the recruitment of the study population does not require an HIV component and enrollment into the study can be escalated at other sites.

The agreement provides for termination by either party (Contractor or County) with or without cause, upon the giving of at least thirty (30) calendar days' advance written notice to the other. Immediately following your Board's approval of the termination, the Chief Operations, Public Health, as designee for the Director of Health Services, will provide the contractor with the Notice of Termination, substantially similar to Exhibit I, indicating that the contract term will terminate at midnight on October 6, 2004. The Notice of Termination will be delivered personally and/or by United States mail, certified or registered, postage prepaid, return receipt requested.

County Counsel has reviewed and approved the Notice of Termination as to form.

CONTRACTING PROCESS:

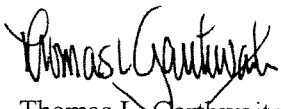
It is not appropriate to advertise terminations on the Office of Small Business' Countywide Website.

IMPACT ON CURRENT SERVICES (OR PROJECTS):

None.

When approved, this Department requires the original and three signed copies of the Board's action.

Respectfully submitted,



Thomas L. Garthwaite, M.D.
Director and Chief Medical Officer

TLG:jr

Attachments (2)

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisor

SUMMARY OF TERMINATION OF AGREEMENT

1. Type of Service:

Sentinel Surveillance for Human Papillomavirus Infection among Women in Los Angeles County.

2. Contractor Address, Contact Person, and Contract Number:

Andrea Kovacs, M.D., Principal Investigator
University of Southern California
Comprehensive Maternal-Child and Adolescent HIV Management and Research Center
HPV Infection Study
1640 Marengo Street, 3rd. floor
Los Angeles, California 90033-1036

Agreement Number: H-207978

3. Term:

Immediately following the Board's approval on September 7, 2004, the Chief Operations, Public Health, as designee for the Director of Health Services, will provide the contractor with a Notice of Termination to be effective at midnight on October 6, 2004.

4. Financial Information:

Fiscal Year 2004-2005 is the final year of the agreement in the amount of \$24,000. There is no fiscal impact on the County's budget as a result of the termination of this agreement.

5. Geographic Area Served:

Countywide.

6. Accountability for Program Monitoring and Evaluation:

Belinda Towns, M.D., MPH, Acting Medical Director, PH:
(213) 250-8685

7. Approvals:

Public Health:

Contracts and Grants Division:

County Counsel:

John F. Schunhoff, Ph.D., Chief of Operations

Irene E. Riley, Director

Kelly M. Auerbach, Deputy



EXHIBIT I

BOARD OF SUPERVISORS

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313 N. Figueroa, Los Angeles, CA 90012
(213) 240-8101

September 7, 2004

University of Southern California
Comprehensive Maternal-Child and Adolescent HIV Management
and Research Center - HPV Infection Study
1640 Marengo Street, 3rd. floor
Los Angeles, California 90033-1036

Attention: Andrea Kovacs, M.D., Principal Investigator

Dear Dr. Kovacs:

**TERMINATION OF SENTINEL SURVEILLANCE FOR HUMAN PAPILLOMAVIRUS
INFECTION AMONG WOMEN IN LOS ANGELES COUNTY PROJECT (COUNTY CONTRACT
H-207978) WITH THE UNIVERSITY OF SOUTHERN CALIFORNIA**

On September 7, 2004, the Board approved termination of County contract # H-207978 with the University of Southern California.

This letter constitutes a 30-day advance written notice of the County's termination of the referenced agreement in its entirety. The termination will be effective at midnight on October 6, 2004, as provided under the Agreement's Paragraph 23D, Termination for Convenience.

Thank you for providing services under this contract with the County of Los Angeles. If you have any questions regarding this notice, please contact Susan Walker of the Department of Health Services Sexually Transmitted Disease Program at (213) 744-3085.

Very truly yours,

John F. Schunhoff, Ph.D., Chief of Operations
Public Health

JFS:jr

c: Each Supervisor
Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors
Auditor-Controller